

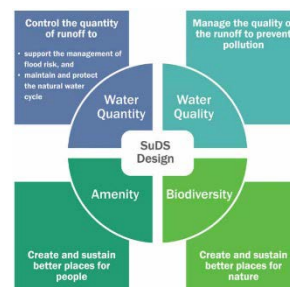


**SuDS Approving Body
Flood & Water Management Team
Environment Department
Wrexham County Borough Council
Abbey Road South
Wrexham
LL13 9PW**

Flood & Water Management Act 2010

Schedule 3 Sustainable Drainage

SuDS Scheme Application for SuDS Approving Body (SAB) Approval – Wales



Application Form for Full Application Approval of SuDS on new developments in accordance with The Sustainable Drainage (Approval and Adoption Procedure) (Wales) Regulations 2018

Full Application Structure	
Full Application Form	<i>(To complete & return)</i>
Guidance on Completing the Full Application Form – including specific information and evidence required to support the application.	<i>(For guidance)</i>

(Use hyperlinks above to directly access the Form and Guidance)

Full Application Form

This form is based on the requirements provided by Welsh Government for the sole purpose of submitting information to the SuDS Approving Body (SAB) in accordance with the legislation detailed on this form and other relevant items of primary and subordinate legislation.

Please be aware that once you have downloaded this form, the SAB and Welsh Government will have no access to the form or the data you enter into it. Subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the SAB in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the SAB to inform you of its obligations in regard to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Please Note:

- 1. This form is for a Full SuDS Scheme Application for SAB approval ONLY;**
2. Approval of this application will be based on compliance with the [Statutory National Standards for Sustainable Drainage Systems \(SuDS\) for Wales](#) and [Statutory Instruments](#);
3. Once this application is made to SAB, it will be determined solely on the written technical and other information submitted with the full application;
4. You are strongly advised to have previously submitted a Pre-Application form to SAB, and engaged early, and directly, with the SAB, the LPA and all other relevant organisations that may have an interest in your SuDS scheme proposal, including the SAB statutory consultees listed below:
 - a. Sewerage undertaker
 - b. National Resources Wales
 - c. Highway Authority
 - d. Canal & River Trust
 - e. Internal Drainage Districts (NRW);
- 5. For a valid SuDS Scheme Full Application to the SAB, all sections of this form MUST be fully completed; and**
- 6. You are also required to provide technical information as indicated in the [Guidance](#) (or as otherwise directed by the SAB during Pre-Application discussions).**

We will process the information you provide so that we can deal with your application. We may also process or release the information to offer you documents or services relating to environmental matters and consult the public, public organisation and other organisations; provide information from the public register to anyone who asks or prevent anyone from breaking environmental law, investigate cases where environmental law may have been broken and take any action that is needed, and respond to requests for information under the Freedom

of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows).

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the SAB directly.

If printed, please complete using block capitals and black ink prior to submitting to the SAB.

Please read through the [Guidance](#) and complete this application form carefully ensuring all boxes are completed fully. If you fill in the application form correctly first time, the SAB can process it quicker.

Prior to the submission of this Full Application, applicants are strongly advised to make a Pre-Application submission to discuss their proposals with the SAB and ensure that an acceptable SuDS scheme is submitted. Please note that pre-application fees may apply.

Submissions made in support of this application shall be based upon current legislation and industry best practice including documents referenced in [Guidance on Making SuDS Applications for SAB Approval](#).

Proposals submitted should be developed by a competent and suitability qualified professional, experienced in drainage/ SuDs / flood risk management design.

Where applicable, the LPA planning reference or unique identifier must be included.

Applicants should complete this form and submit it, together with the necessary supporting documents, to Wrexham County Borough Council SuDs Approving Body.

Details for the payment of the Full Application fee will be provided upon confirmation of receipt of a valid application. This confirmation will include a unique reference (SAB/FUL/20XX/XXX) that must be quoted on all future correspondence. Your valid application will not be processed until the application fee is received and cleared in full.

When you have completed the application form please submit the form and associated documents to:

Electronically:	SAB@wrexham.gov.uk
Postal:	SuDS Approving Body Flood & Water Management Team Environment Department Wrexham County Borough Council Abbey Road South Wrexham, LL13 9PW

If you are not sure about anything contained in the application form, please contact us.

Content

ALL sections of this form MUST be fully completed

- 1. Applicant Details**
- 2. Site Details**
- 3. Interest in Land**
- 4. Application**
- 5. Application Fee**
- 6. Environmental Impact Assessment (EiA) Statement**
- 7. Compliance with Statutory National Standards for Sustainable Drainage Systems (SuDS)**
- 8. Assessment of Flood Risk**
- 9. Surface Water Discharge Hierarchy**
- 10. Infiltration Assessment**
- 11. Non-performance Bond, Adoption, Operation & Maintenance**
- 12. SuDS Scheme Application Checklist**
- 13. Declaration**

1. Applicant Details**Applicant Name and Address**

Title and Name		Richard Oakes
Company		Cartrefi Go Ltd
Suffix (unit/name/number)		5
Address line 1		King Street
Address line 2		
Address line 3		
Town		Wrexham
County		
Postcode		LL11 1HF
Phone number	Mobile	
	Works	
	Home	
e-mail address		richard@grattonoakes.co.uk

Agent Name and Address

Title and Name		Russell Hardy
Company		JP Structural Design Ltd
Suffix (unit/name/number)		
Address line 1		Regus House
Address line 2		Chester Business Park
Address line 3		
Town		Chester
County		
Postcode		CH4 9QR
Phone number	Mobile	07711107672
	Works	
	Home	
e-mail address		russell@jpstructural.co.uk

Preferred contact	Applicant ☐	Agent ☒
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2. Site Details

A general description of site location supported by a plan specifying the construction area and the extent of the drainage system for which approval is sought MUST be submitted. Plans shall be at a scale of 1:2500. All plans MUST show the direction of North.

Name of proposed development	Residential Development on Land at Wynnstay Technology Park, Ruabon.
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Grid Reference (E/N)	329205	343577
Suffix (unit/name/number)		
Address line 1	Land at Wynnstay Technology Park	
Address line 2	Ruabon	
Address line 3		
Town	Wrexham	
County		
Postcode	LL14 6EN	

Description of proposed development	Residential development of 43 No dwellings and associated access road, parking and public open spaces.	
Total application site area (Ha)	1.70 Ha	
Is the existing site currently developed i.e. Brownfield or is it currently undeveloped i.e. Greenfield?	Greenfield Disused scrubland and it was previously prepared for development.	
Existing use	Vacant plot in industrial area. There is also evidence of fly tipping to the north and western boundary of the site.	
Proposed use	Residential	
Does the site cross more than one SAB area?	Yes ☐	No ☒
If "Yes", please confirm the proportionate area in each SAB below: (The main contact will be the SAB that has most of the surface water drainage system within its boundary.)		

SAB	% of Site Area

3. Interest in the Land

What interest do you have in the land?		
Owner	Yes ☐	No ☒
Prospective Owner	Yes ☐	No ☒
Other (please provide details)	Agent to Developer	

4. Application

Has any prior advice been sought from the SAB about this application?		Yes ☒	No ☐
If Yes, please complete the following information about the advice you were given. This will help the SAB to deal with this application more efficiently.			
Officer Name			
Reference number		Date	DD MM YYYY
Details of pre-application advice received	PRE-APPLICATION WAS UNDERTAKEN BY CAMBRIA CONSULTING		

Does this application relate to any other SAB application already made?	Yes ☐	No ☒
If "Yes", please provide SAB Reference number		

Is this application part of a phased approach to development of the site, or one of multiple applications for the same site?	Yes ☐	No ☒
If “Yes”, please provide brief details		

Is this application one of two or more applications made at the same time, each setting out an alternative proposal for construction of a drainage system	Yes ☐	No ☒
If “Yes”, please provide details of other applications made at the same time (include SAB Reference number if available)		

5. Application Fee

It is recommended you contact the SAB directly to ensure the correct fee is paid with the application.

		Area of Land (Ha)	Fraction	Fees
Application fee		N/A	N/A	£350.00
Each 0.1ha or fraction of 0.1ha, for first 0.5ha	£70.00	0.5		£350.00
Each 0.1ha or fraction of 0.1ha, from 0.5ha up to and including 1ha	£50.00	0.5		£250.00
Each 0.1ha or fraction of 0.1ha, from 1ha up to and including 5ha	£20.00	0.1		£20.00
Each additional 0.1ha or fraction of 0.1ha above 5Ha.	£10.00			
Is the applicant a town/community council?		If yes, application fee is half the amount		☐
If applicable – reduction of 50% application fee due to this being an alternative proposal made at the same time.				
If applicable – application fee adjustment due to cross-SAB area approvals needed.				
			Total Fees	£970.00

6. Environmental Impact Assessment (EiA) Statement

Does this application relate to a development that is the subject of an EiA application under the Town & Country Planning (Environmental Impact Assessment) (Wales) Regulations 2017(1)?	Yes	No ✓
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7. Compliance with Statutory National Standards for Sustainable Drainage Systems (SuDS)

All sustainable drainage systems **MUST** comply with the [Statutory National Standards for Sustainable Drainage Systems \(SuDS\) for Wales](#). You are advised to refer to the detailed text in the Standards that relate to the information required below. The Standards are re-produced, in the [Guidance](#) to assist in completing this application form.

Standard Principles

The Principles listed below will underpin the design of surface water management schemes to meet the Statutory National Standards. Please provide a brief summary in each of the boxes below relating to each of the bulleted Standard Principles and itemised Standards 1 to 6, showing how your proposed drainage scheme complies with this statutory requirement.

Compliance with Standard Principles

My proposed surface water drainage scheme will comply in the following way/s:

In accordance with the Welsh Assembly Government's implementation of Schedule 3, the Surface Water Drainage strategy adheres to the principles of;

- Reducing Flood Risk
- Improving Water Quality
- Protecting and Improving the Environment
- Ensuring the Stability & Durability of Drainage Systems

The proposed development consists of 43No Residential dwellings and associated access road, parking and public open spaces.

The NRW Flood risk maps have been consulted and the site is not at any risk of flooding.

In keeping with the ideology of a SuDS Management Train we have therefore incorporated the following:

Prevention

Rainwater butts will be incorporated across the development. It is proposed for 1No rainwater butt to be integrated with 1No rainwater downpipe for each of the dwellings. Exceedance flow from the rainwater butt along with the remaining rainwater downpipes from the dwellings will discharge to a proposed raingardens. Rainwater butts will provide an opportunity for harvesting an element of rainwater which can be used for plant irrigation, cleaning, etc.

A raingarden is proposed for each residential plot, (other than the 6No plots immediately opposite the proposed swale). Each raingarden will be served by its associated residential plot, including the roof area of the dwelling. This will allow an element of surface water runoff to be utilized by the garden before discharging into the proposed surface water network. The raingarden will be lined and therefore not allow surface water runoff to infiltrate to ground due to the poor infiltration characteristics of the existing site.

The above-mentioned elements will however contribute to the delay of the Time of Concentration and will also provide a measure of managing the surface water generated at source.

It is then proposed to incorporate a (non-infiltration) swale thereby intercepting the surface water runoff generated from across the site which will then be discharged, via a controlled rate, into the existing culverted watercourse to the west of the site boundary. The swale will not allow for surface water runoff to be infiltrated to ground due to the nature and history of the site (as discussed in Section 9.4 of the Ground Investigation Report) and the swale being located within close proximity to a treated shaft of a historic coal mine (Wynnstay Coliery).

Good Housekeeping

Surface water runoff generated by each residential plot will discharge into a proposed raingarden, before discharging into the proposed surface water network. Raingardens will provide surface water attenuation, offer filtration before it is discharged via the proposed surface water network to a proposed swale.

The incorporation of a swale, which will capture all surface water runoff from the site, will provide surface water attenuation, filtration and a means of settlement of any pollutants through collection and biodegradation before discharged to the culverted watercourse.

The swale and individual raingardens will contribute to an improved quality of surface water runoff across the site.

Local Source Controls

Local source controls are implements across the site, with the use of various SuDS systems, in order to discharge surface water runoff generated.

Surface water runoff generated by the individual residential plots will discharge into rainwater butts and raingardens before discharging into the proposed swale. While the remainder of the site will discharge its surface water runoff via the proposed surface water network into the proposed swale. Each of the proposed SuDS elements will contribute to the delay in the Time of Concentration before discharging via a controlled flow rate into the culverted watercourse.

Site Source Controls

There are no site source controls as such as all surface water is managed adequately within the site boundary.

Relevant items of supporting information (e.g. evidence, technical documents, plans and drawings etc.), as shown in [Table A](#) and [Table B](#) of this Guidance **MUST** be listed below, and all relevant material submitted.

1. 19010-501_502 – Proposed Drainage Layout
2. 19010-506-P01 – SW Long Sections
3. 19010-507-P01 – Swale Sections
4. Ground Investigation Report

Standards 1 to 6**Compliance with Standard S1 - Surface water runoff destination**

My proposed surface water drainage scheme will comply in the following way/s:

In determining a suitable methodology for disposal of surface water flows from this development, it is necessary to explore the technical options outlined under Standard S1 of the SNSSUDS 2018 document published by Welsh Government. This states that disposal should be made through the hierarchical approach which are, in order of preference, below:

- **Priority Level 1 - Surface Water runoff collected for use:**
It is proposed to incorporate a minimum of 1No rainwater butt at each of the residential dwellings as well as raingardens. This will provide a means of capturing rainwater for irrigation, cleaning, etc. The rainwater butts will not only take water out of the system to reduce the risk of flooding downstream of the development, but it will also reduce the need to draw potable water out of the network.
- **Priority Level 2 - Surface Water runoff is infiltrated to ground:**
Due to the nature and history of the site; being a historic coal mine, Wynnstay Colliery and later a disused scrubland the site has poor infiltration characteristics. The Ground Investigation Report confirmed that ground water was encountered across the site from approximately 1m bgl to approximately 2.6m bgl. The Ground Investigation Report confirms that the site has a perched water table sitting within the base of the made ground, above the low permeability glacial till.
- **Priority Level 3 - Surface water runoff is discharged to a surface water body:**
Taking into consideration the infiltration of surface water is not a viable solution, the next consideration in the hierarchical approach is to discharge to a surface water body. The surface water runoff generated across the site is ultimately discharged into the proposed swale, located to the south of the site. The proposed swale will provide attenuation, filtration and a means of settlement of any pollutants through collection and biodegradation before discharging into the culverted watercourse.
- **Priority Level 4 - Surface water runoff is discharged to a surface water sewer, highway drain, or another drainage system:**
No surface water from the site is proposed to discharge to a surface water sewer, highway drain or another drainage system.
- **Priority Level 5 - Surface water runoff is discharged to a combined system:**
No surface water from the site is proposed to discharge to a combined system.

Relevant items of supporting information (e.g. evidence, technical documents, plans and drawings etc.), as shown in [Table A](#) and [Table B](#) of this Guidance **MUST** be listed below, and all relevant material submitted.

1. 19010-501_502 – Proposed Drainage Layout
2. 19010-506-P01 – SW Long Sections
3. 19010-507-P01 – Swale Sections

Compliance with Standard S2 - Surface water runoff hydraulic control

My proposed surface water drainage scheme will comply in the following way/s:

In accordance with statutory guidelines, the development of this site should not increase flood risk elsewhere and as such, all runoff from attenuated areas on site should be contained within the site boundary for up to and including a 1 in 100 year design period storm, plus 30% Climate Change and 10% Urban Creep allowances.

It is proposed to discharge surface water runoff from the development at a restricted runoff rate via a Hydrobrake at 5l/sec.

Calculations are enclosed for the development for the 1 in 30 year events and the 1 in 100 year events. In order to quantify the water which may be used by the water butts and raingardens the CV factor has been lowered to 0.550 and 0.700 for the Summer and Winter periods respectively.

The 30 year event sees the water level in the swale reach 766mm and the 100 year 1016mm.

However just to note, the 1 in 1000-year calculations have also been enclosed with industry standard CV values which still depicts minimal flooding across the site due to the capacity of the swale.

Exceedance flows beyond the required design criteria for surface water attenuation have therefore been considered to be mitigated.

Relevant items of supporting information (e.g. evidence, technical documents, plans and drawings etc.), as shown in [Table A](#) and [Table B](#) of this Guidance **MUST** be listed below, and all relevant material submitted.

1. 19010-501_502 – Proposed Drainage Layout
2. Drainage Calculations

Compliance with Standard S3 – Water Quality

My proposed surface water drainage scheme will comply in the following way/s:

In accordance with CIRIA C753 publication 'The SuDS manual' (2015) Table 26.2, residential roofs are classified as having a 'very low' pollution hazard level.

As previously discussed, the proposed raingardens and swale will filter the surface water runoff generated by the residential development by removing many pollutants through collection and biodegradation before returning cleansed water to the culverted watercourse.

Relevant items of supporting information (e.g. evidence, technical documents, plans and drawings etc.), as shown in [Table A](#) and [Table B](#) of this Guidance **MUST** be listed below, and all relevant material submitted.

1. 19010-501_502 – Proposed Drainage Layout

Compliance with Standard S4 – Amenity

My proposed surface water drainage scheme will comply in the following way/s:

The proposed SuDs components for this development (proposed swales, water butts and raingardens) will provide an array of amenity, recreational and biodiversity benefits. These SuDS components will provide opportunities to create visually attractive green (vegetated and landscaped) and blue (water) corridors in the new residential development connecting people to water. This in turn will provide an opportunity to improve the well-being of those individual who will live, work in, visit or pass through, this development area.

Further to the above, as part of the development an open green space is proposed towards the north of the site and will provide a communal landscaped area to be enjoyed by residents.

A number of trees and shrubs along the perimeter of the site will be retained and provide screening between the development and surrounding area. Further to this it will contribute to the visually attractive green corridors within the development.

Relevant items of supporting information (e.g. evidence, technical documents, plans and drawings etc.), as shown in [Table A](#) and [Table B](#) of this Guidance **MUST** be listed below, and all relevant material submitted.

1. 19010-501_502 – Proposed Drainage Layout

Compliance with Standard S5 – Biodiversity

My proposed surface water drainage scheme will comply in the following way/s:

The SuDS scheme biodiversity strategy should revolve around the creation of significant and varied habitat to increase the overall biodiversity of the site and ecological value. The inclusion of a raingardens for each residential property and a proposed swale will enhance the general eco system whilst simultaneously acting as water settlement features to clean sediments from the water as well as removing it from the system.

Appropriate planting will be used within the raingardens and swale to provide a positive contribution to the local environment.

Further to the above, the addition of a water butt within each of the residential properties will encourage residents to engage with the natural environment by means of gardening and maintaining their private natural habitat.

As such, these SuDs elements will create a new eco-system and create an overall attractive biological community, with an increase in natural grasses, flowers, trees, wildlife, insects, etc.

Relevant items of supporting information (e.g. evidence, technical documents, plans and drawings etc.), as shown in [Table A](#) and [Table B](#) of this Guidance **MUST** be listed below, and all relevant material submitted.

1. 19010-501_502 – Proposed Drainage Layout

Compliance with Standard S6 – Design of drainage for Construction and Maintenance and Structural Integrity

My proposed surface water drainage scheme will comply in the following way/s:

The proposed drainage scheme will be designed to the standards set out in Ciria C753 & Sewers for Adoption 7th Edition. The proposed drainage scheme consists of predominantly standard products and methods of construction that should not concern a suitably experienced and qualified contractor.

An O&M manual will also be provided to the developer in due course, including the final 'As Built' constructions drawings and a maintenance schedule for the drainage system.

A preliminary maintenance schedule is enclosed.

Relevant items of supporting information (e.g. evidence, technical documents, plans and drawings etc.), as shown [Table A](#) and [Table B](#) of this Guidance **MUST** be listed below, and all relevant material submitted.

1. RUA-JPS-XX-XX-RP-D-0001 - Maintenance Plan

2.

8. Assessment of Flood Risk

Is the site within an area at risk of flooding? Refer to Natural Resources Wales Development Advice maps. (Natural Resources Wales / Development and flood risk)	Yes ☐	No ☒
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If the proposed development is within the area at risk of flooding, you will need to consider whether it is appropriate to submit a flood consequences assessment. (Refer to [Technical Advice Note 15 \(TAN15\)](#)).

Is the site located within an area susceptible to surface water flooding? Refer to NRW Surface Water Flood Maps .	Yes	No ☒
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Is the site located within an area susceptible to groundwater flooding?	Yes ☐	No ☒
Is there a watercourse (as defined under Section 72 Land Drainage Act 1991) located within 20m of the proposed development?	Yes ☒ ☐	No ☐

9. Surface Water Discharge Hierarchy ☐

Surface water drainage arrangements shall demonstrate the proposed surface water drainage complies with National SuDS Standards. As much of the runoff as possible should be discharged to each hierarchy element before a lower hierarchy element is considered. Collection and infiltration methods of drainage are required to be considered in the first instance. With reference to the hierarchy levels below, please indicate your proposed drainage arrangements.

Level	Yes	No
1. Collect for use	☒ ☐	
2. Infiltration		☒
3. To watercourse	☒ ☐	
a. Is it an Ordinary Watercourse?	☒	

b. Is it a Main River?		☒
4. To surface water sewer		☒
a. Is it a Highway drain?		☒
b. Is it a public sewer?		☒
c. Is it a private sewer?		☒
d. Other		☒
5. To combined sewer		☒

Has advice been sought from the asset owners?	Yes ☒	No
Has advice been sought from the land owners?	Yes ☒	No



10. Infiltration Assessment

Where infiltration drainage is proposed, testing should be carried out to a methodology agreed with the SAB e.g. [Infiltration Drainage - Manual of Good Practice \(CIRIA R156\)](#) and [BRE Soakaway Design \(DG 365 – 2016\)](#), and be used to inform the design, construction, maintenance, testing and assessment of infiltration systems.

Has infiltration testing been carried out?		Yes ☒	No ☐	
Analysis of development Geology (including both bedrock and superficial deposits where known)		The site is underlain by glacial till (clay), described as unstratified stony clays, with sands, gravels and cobbles. The underlain bedrock comprises mudstone, siltstones, sandstones and coal seams.		
Depth to groundwater (metres)		1.5m		
Borehole testing	Reference	WS 03 Ground Investigation Report, Section 6.5		
	Date	08	09	2020

Has a Contaminated Land Assessment been undertaken?	Yes ☒	No ☐
Is the infiltration drainage proposed on contaminated land?	Yes ☐	No ☒

Infiltration test result	The Ground Investigation Report confirms that the site has a perched water table sitting within the base of the made ground, above the low permeability glacial till. See Ground Investigation Report Section 6.5.
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11. Non-performance Bond, Adoption, Operation & Maintenance

What are your proposals regarding cost of works, adoption and maintenance of the SuDS scheme?	
Non-performance Bond – Estimated cost of work	AGREEMENT WILL NEED TO BE DISCUSSED REGARDING ADOPTION AS THE OVERALL CLIENT IS WREXHAM COUNCIL
Adoption (including land agreements etc)	£0
Funded Maintenance Plan for the lifetime of the development	£0

12. SuDS Scheme Application Checklist

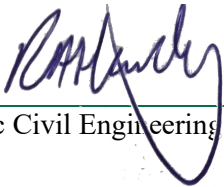
Please complete the following checklist and make sure you have read the Guidance on Making SuDS Applications for SAB Approval, the Guidance on completing the Full Application Form, and provided all the necessary information in support of your application:	
Correct Full Application fee.	We would be grateful if the fee could be confirmed.
Completed, signed and dated Full Application form.	Yes ☒
Plan/s specifying the construction area and the extent of the drainage system for which approval is sought. All plan/s shall be at a scale of 1:2500 and MUST show the direction of North.	Yes ☒
Taken account of SAB Guidance on technical information to be submitted to enable SAB to assess your Full Application.	Yes ☒

13. Declaration

I/ we hereby apply for SuDS Approval as described in this form and the accompanying plans/drawings and additional information. I confirm that I have read and complied with the National SuDS Standards and, to the best of my knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the persons giving them.

This form has been completed using evidence from the Flood Consequences Assessment where applicable, surface water drainage strategy and site plans and associated documents.

This form has been completed using accurate information. It can be used as a summary of the detailed surface water drainage proposals on this site, and clearly shows that these drainage proposals conform to the National SuDS Standards for Wales.

Form completed by	Russell Hardy
Signature	
Qualification of person responsible for signing off this application	BSc Civil Engineering
Company	JP Structural Design Ltd
On behalf of (Client's details)	Cartrefi Go Ltd.
Date	18.03.2021

Disclaimer

Information provided on this form and in supporting documents may be published on the SABs SuDS register and website and be made publicly available.

For information as to how Wrexham County Borough Council handles personal data, please see our Privacy Notices on our website: www.wrexham.gov.uk